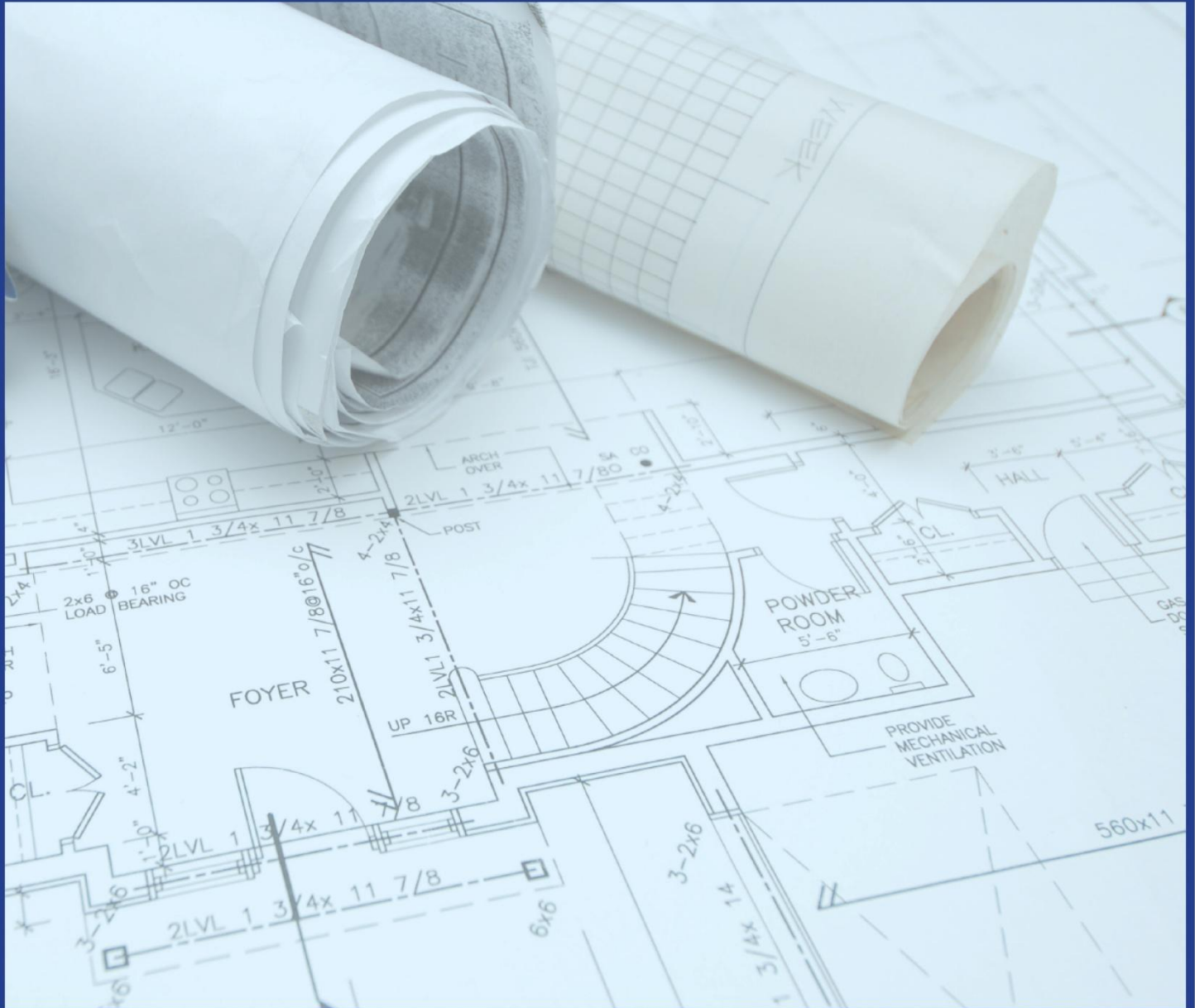




# Electronic **PLAN** **REVIEW**



## **PEDDS Visual User Guide**

**Economic & Community Development Services Department**  
**July 2012**

**What is PEDDS?** PEDDS is a free application developed by the Florida Department of Transportation. It can be downloaded to an individual computer and used to sign and seal electronic files.

- To download PEDDS from FDOT's website, [click here](#).
- To view a training video prepared by FDOT about PEDDS, click [here](#).
- For more information about PEDDS, including a thorough FAQ, visit the FDOT's website [here](#).

PEDDS is approved for the signing and sealing of electronic documents by Florida's Department of Business and Professional Regulation. Architects and Engineers may use PEDDS to sign the files to be uploaded into the ePlan system.

PEDDS does not add any visual marks/pictures to your files, therefore if you wish to place a visible "seal" on the plans, this should be added before electronically signing the drawings and documents with PEDDS.

All files shall be named properly as described in the [Applicant User Guide](#) before using PEDDS. After signing the files digitally using PEDDS, the exact same files which were signed will need to be uploaded into Seminole County's ePlan system along with a copy of the Signature Document and the Signature Report. The PEDDS reports should be uploaded to the same folder that contains the files being sealed.


**Seminole County will need to receive the original Signature Document and Signature Report produced by the PEDDS application by mail or in person before the permit will be issued.**

PEDDS for Building Permits go to: 1101 E. 1<sup>st</sup>. Street, Sanford, FL 32771, Attn: Building Division


PEDDS for Planning & Development Projects go to: 1101 E. 1<sup>st</sup>. Street, Sanford, FL 32771, Attn: Central Intake

**How do I use PEDDS?** Once downloaded, you will open PEDDS from an icon placed on your desktop by the PEDDS install utility. Follow the diagrams on the following pages to sign your files. This seems lengthy but for most users, it only takes a few moments after they have created a signatory and get the hang of it.





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June 20, 2012

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**Documentation**

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**Training**

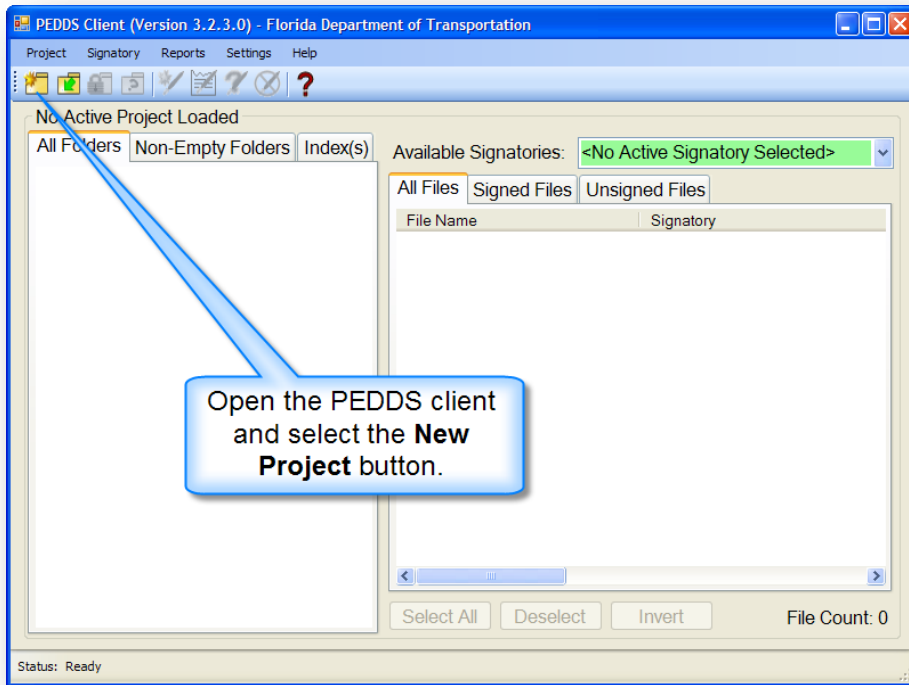
... Please Select One ...

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**Engineering CADD Systems Office**

**PEDDS Software Downloads**

File Name	Size	Description	Date Posted
<p>PEDDS</p> <p>Contact: <a href="#">Quinton Tillman</a></p>			
<a href="#">PEDDS 3.7.2.1</a>	1.98 MB	<p>PEDDS 3.7.2.1 MSI Installation</p> <p><b>This version is compatible with any of the 3.X PEDDS versions released with the</b></p> <p>This is the latest and only version of <b>PEDDS</b> to choose from. Install the program and launch it on your computer.</p> <p>programs dialog and remove all previous versions before installing this software. If the current installation is not found in add/remove programs, remove it manually before installing this version.</p>	04-09-2011




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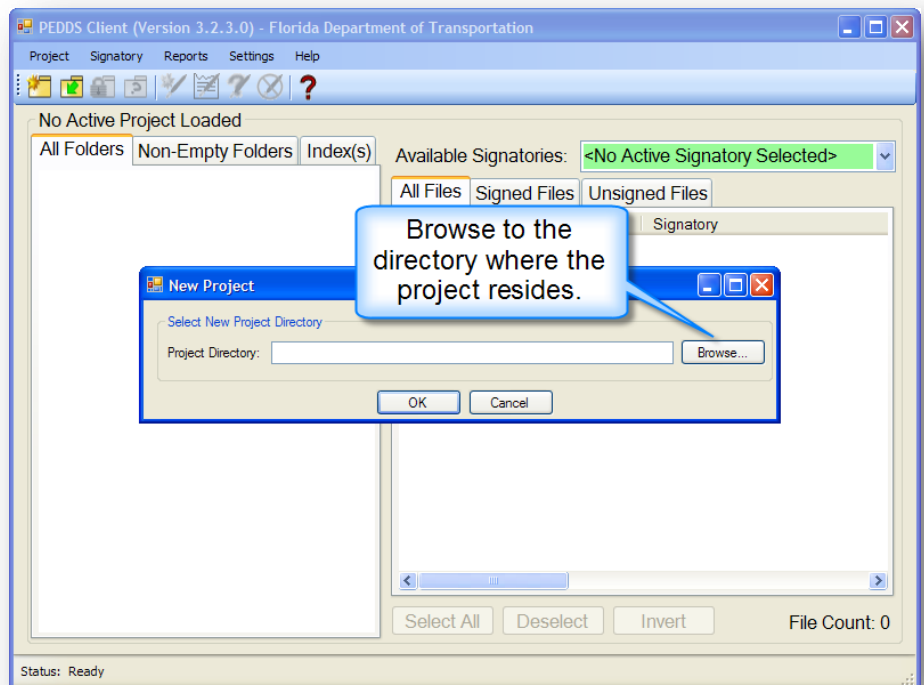
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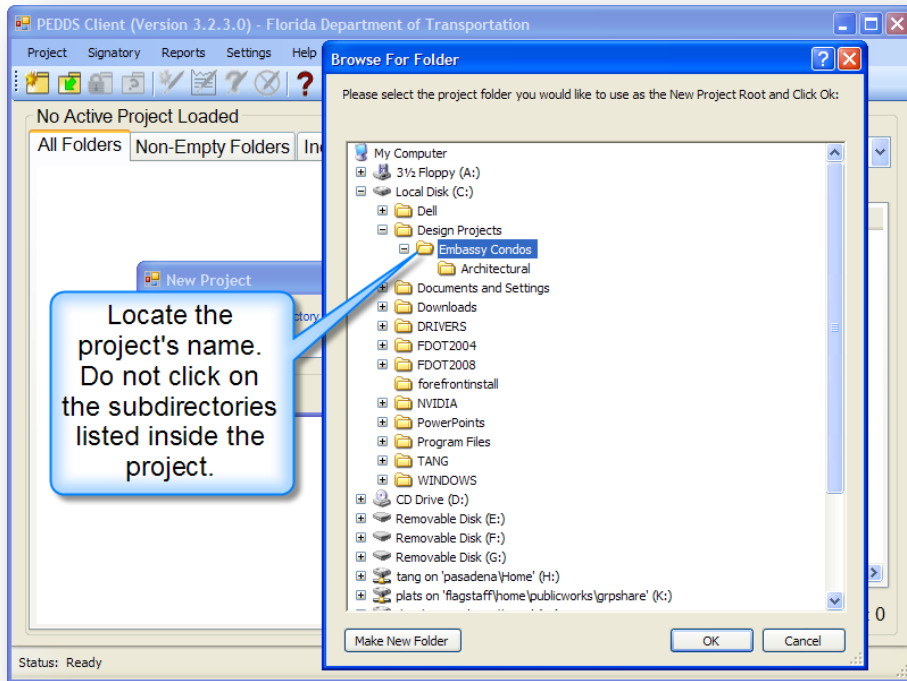
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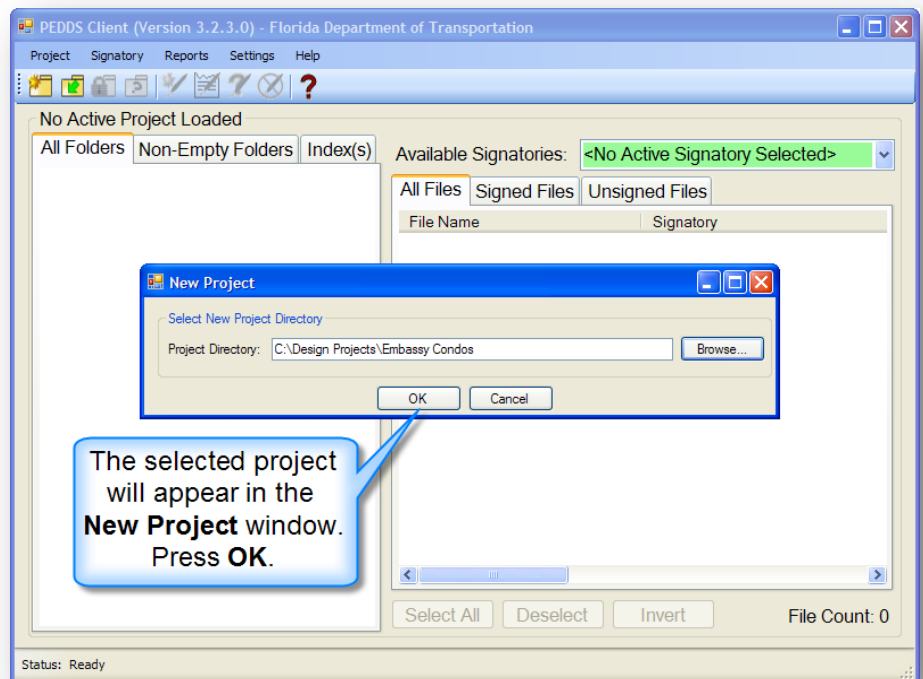
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PEDDS - ProjectId.XML Editor (ProjectId.exe) - Version 3.2.1.0 'FDOT Mode'

Financial Location Disciplines Bridge Identification Description Management

**Welcome Message**  
Welcome to the new PEDDS - ProjectId.XML Editor (ProjectId.exe) - Version 3.2.1.0

**Project Key**  
Project Path: C:\Design Projects\Embassy Condos\\_meta\_info\projectId.x  
Project PEDDS Key: DF27F638-8198-4682-841B-2FBE263011B8

**Financial Accounting Information**  
Item: Segment: Phase Group: Phase Type: Sequence:

**Contract Information**  
Contract Number: Contract Agreement:

**Federal Aid Number**  
Route: Improvement: FAN Type:

**Project Usage**  
Project Usage: As-Bid

The only important part of this window is the ProjectPath and the Project PEDDS Key. Select **Save Changes**.

Save Changes Cancel/Close

Ready for Input

PEDDS - ProjectId.XML Editor (ProjectId.exe) - Version 3.2.1.0 'FDOT Mode'

Financial Location Disciplines Bridge Identification Description Management

**Welcome Message**  
Welcome to the new PEDDS - ProjectId.XML Editor (ProjectId.exe) - Version 3.2.1.0

**Project Key**  
Project Path: C:\Design Projects\Embassy Condos\\_meta\_info\projectId.x  
Project PEDDS Key: DF27F638-8198-4682-841B-2FBE263011B8

**Financial Accounting Information**  
Item: Segment: Phase Group: Phase Type: Sequence:

**Contract Information**  
Contract Number: Contract Agreement:

**Federal Aid Number**  
Route: Improvement: FAN Type: A: STATEWIDE

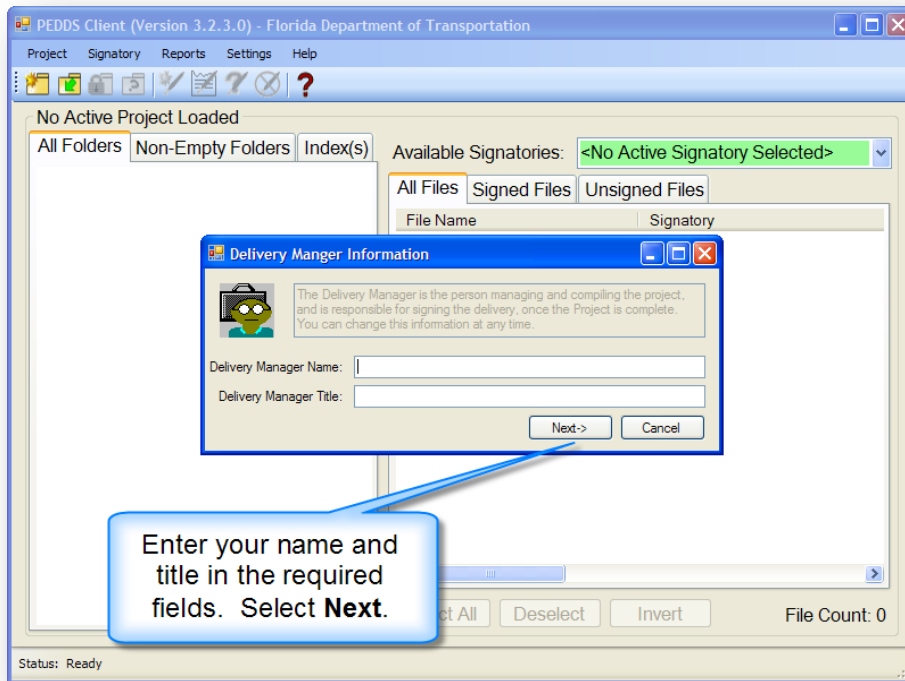
**Project Usage**  
Project Usage: As-Bid

ProjectId.xml Generator - Save Changes  
ProjectId.xml Successfully Created!  
All Changes Successfully Saved.  
OK

Select OK.

Save Changes Cancel/Close

Ready for Input




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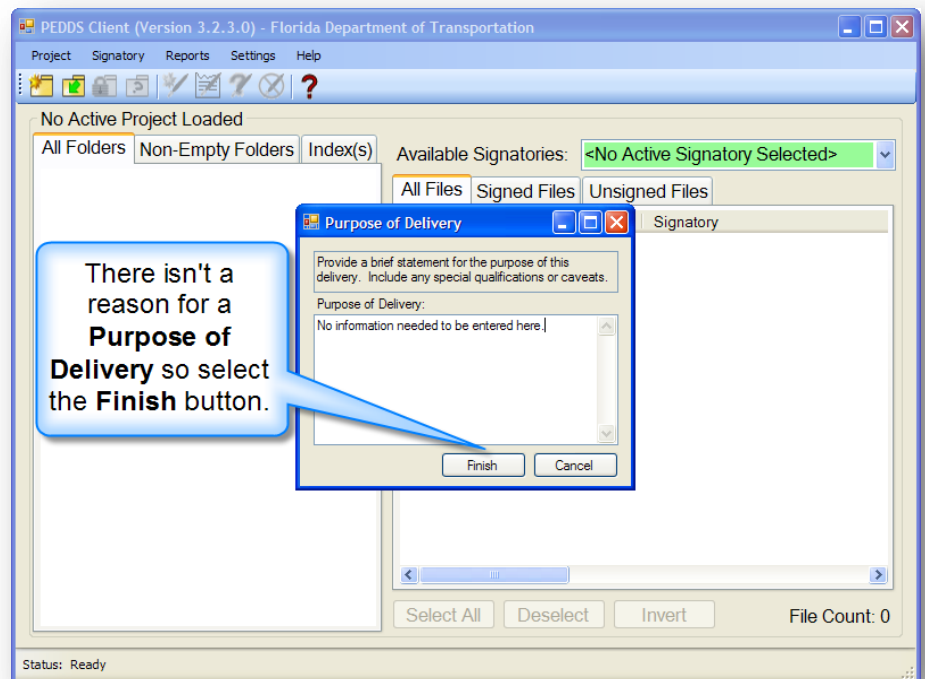
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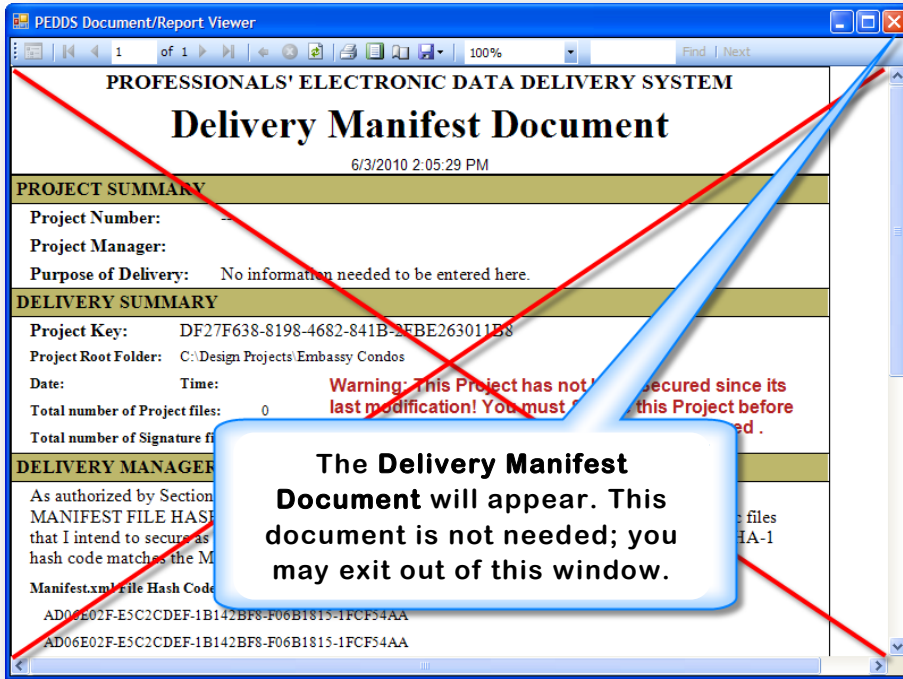
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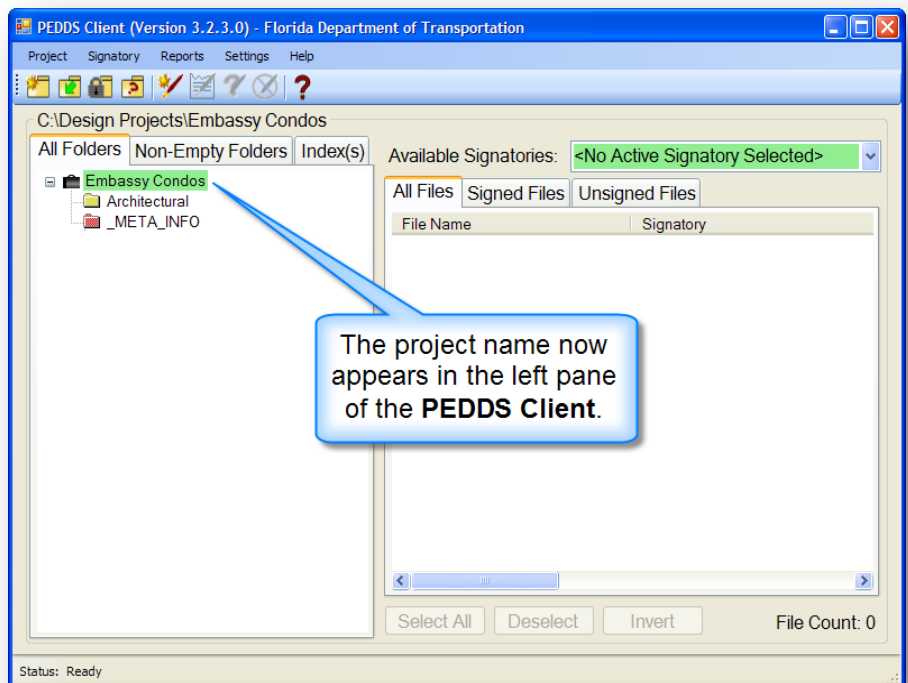
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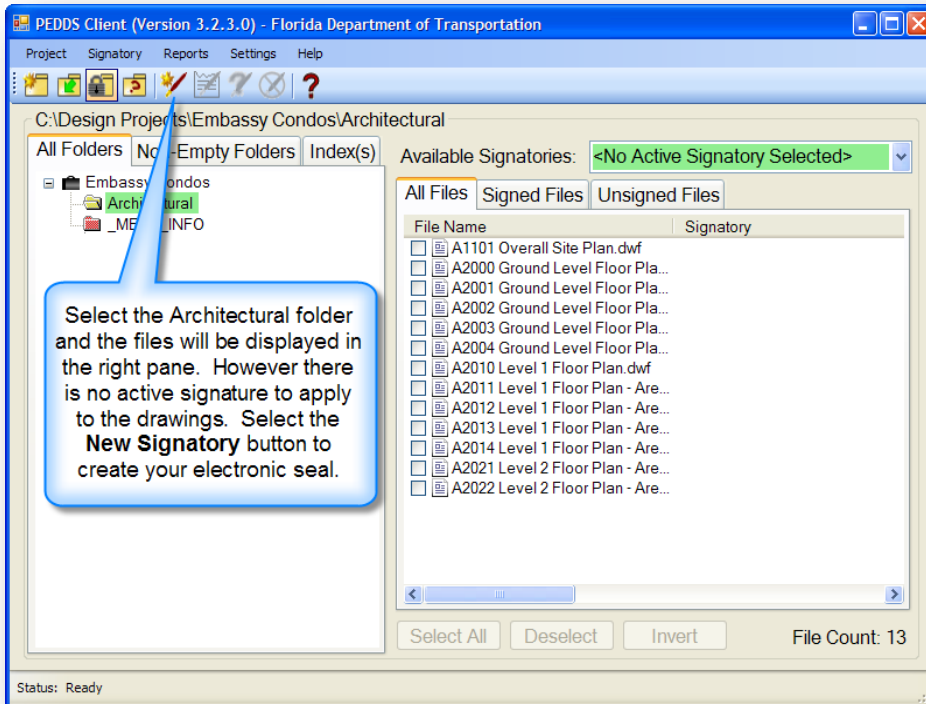
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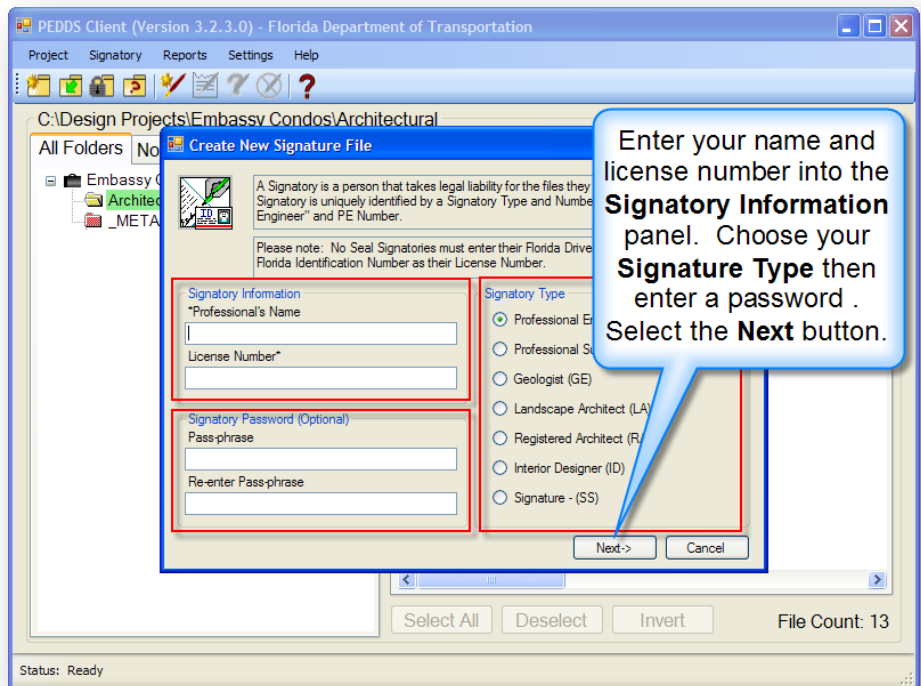
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PEDDS Client (Version 3.2.3.0) - Florida Department of Transportation

Project Signatory Reports Settings Help

C:\Design Projects\Embassy Condos\Architectural

All Folders No Create New Signature File

Embassy Condos Architectural \_META

A Signatory is a person that takes legal liability for the files they select to sign. A Signatory is uniquely identified by a Signatory Type and Number, for example, Professional Engineer and PE Number.

Please note: No Seal Signatories must enter their Florida Driver's License Number as their License Number.

Signatory Information

Professional's Name  
Tim Anger

License Number\*  
12345654321

Signatory Password (Optional)

Pass-phrase  
\*\*\*

Re-enter Pass-phrase  
\*\*\*

Signatory Type

☐ Professional Engineer  
☐ Professional Surveyor  
☐ Geologist (GE)  
☐ Registered Architect  
☐ Interior Designer (ID)  
☒ Signature - (SS)

Next-> Cancel

Select All Deselect Invert File Count: 13

Status: Ready

Enter the number of your license only. PEDDS will automatically append the professional designation. Enter the optional password and select **Next**.

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PEDDS Client (Version 3.2.3.0) - Florida Department of Transportation

Project Signatory Reports Settings Help

C:\Design Projects\Embassy Condos\Architectural

All Folders Non-Empty Folders Index(s) Available Signatories: <No Active Signatory Selected>

Embassy Condos Architectural \_META\_INFO

The Signature Scope-of-Work is an overall description of the work being signed sealed, and is specific to the Signatory who is actually signing and sealing files. Please enter the information designated by your board of professional regulation.

Scope-of-Work Description

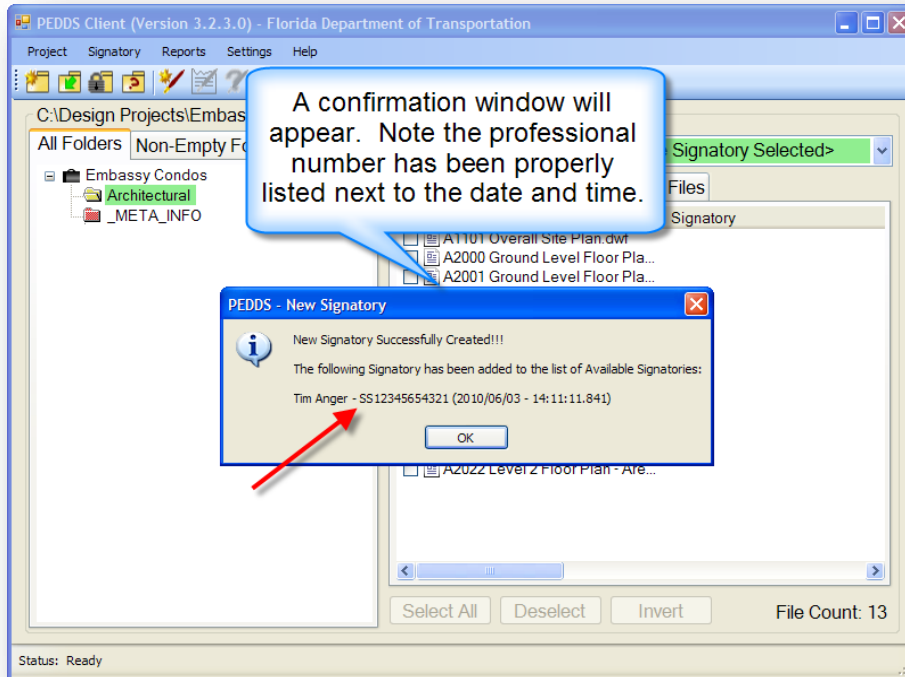
I am responsible for signing and sealing the architectural sheets only. |

Finish Close

Select All Deselect Invert File Count: 13

Status: Ready

Enter your scope of work for the project. Select the **Finish** button.




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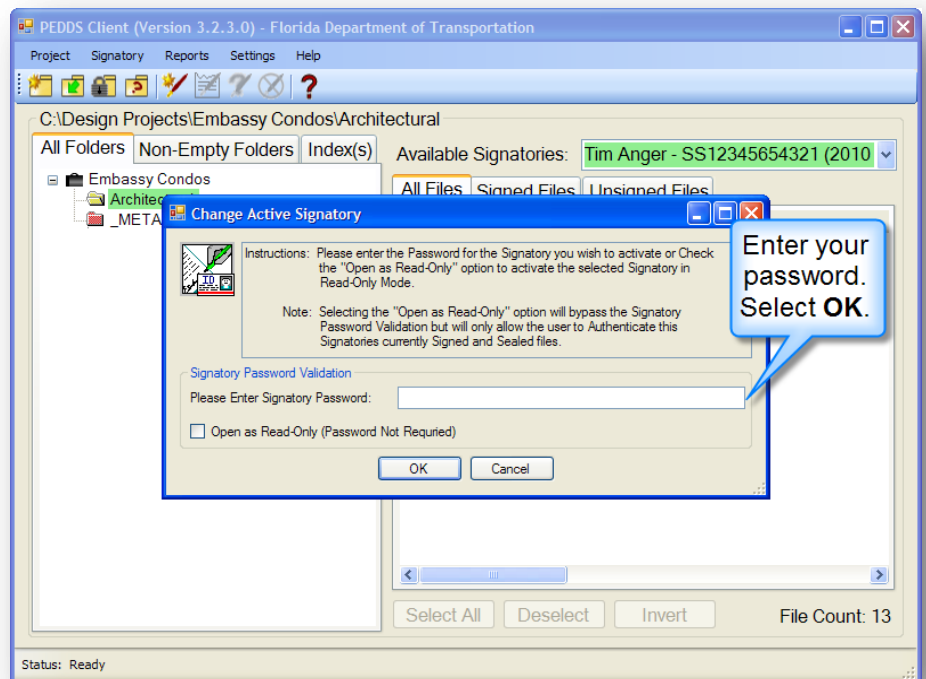
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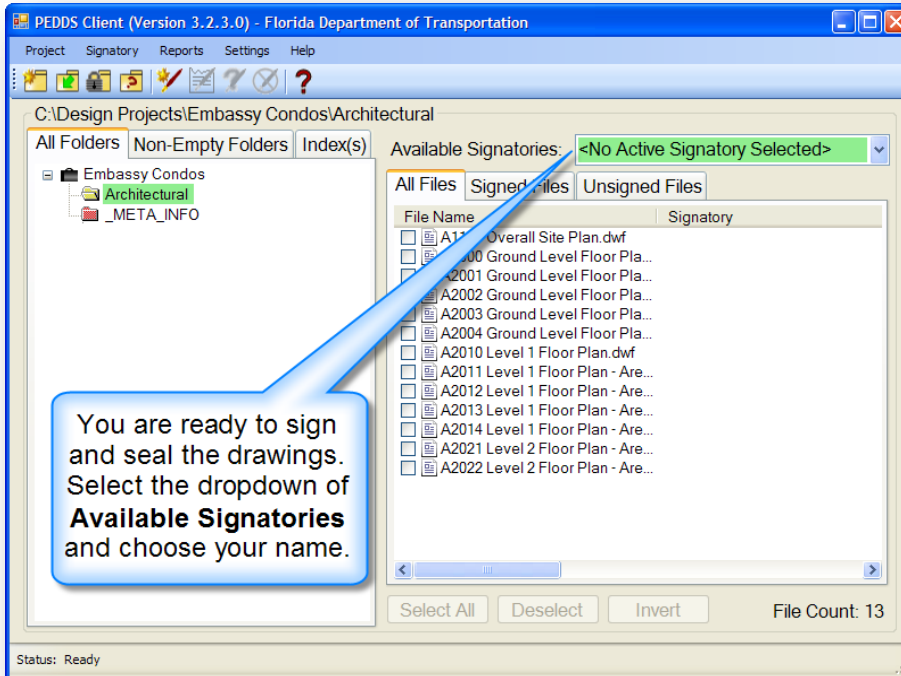
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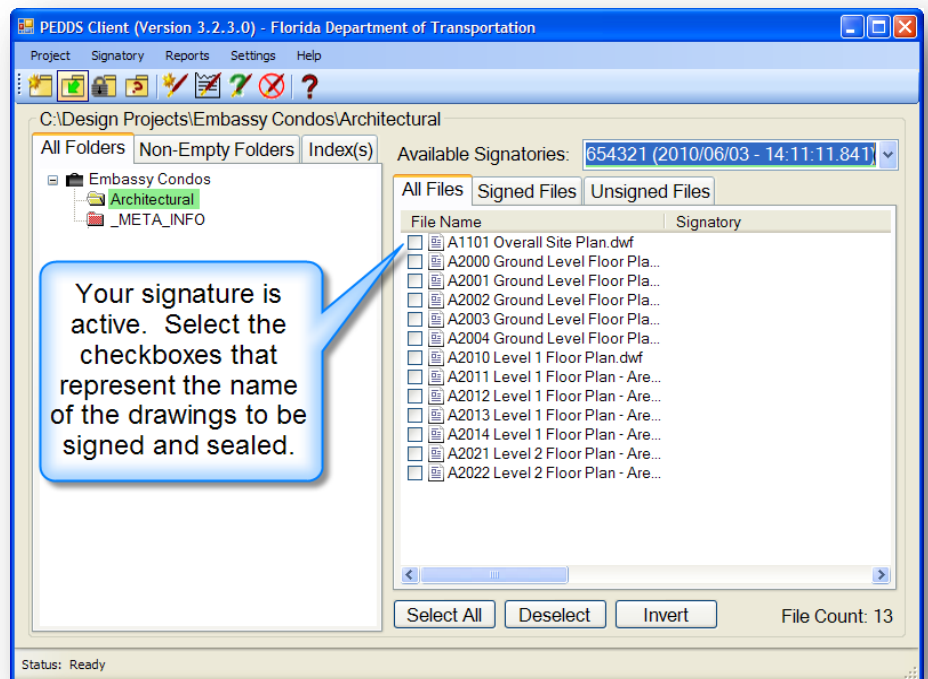
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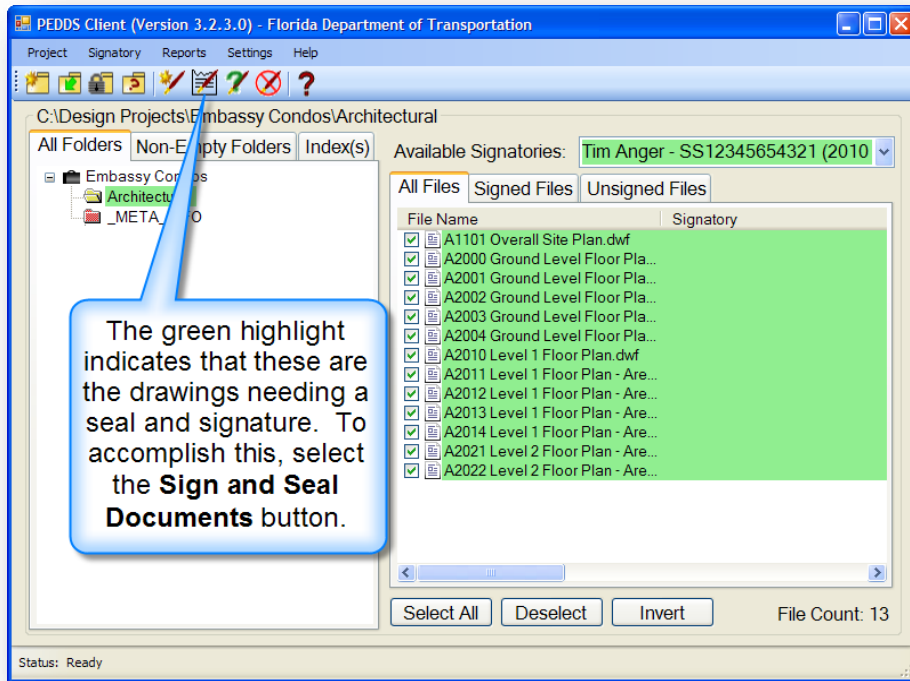
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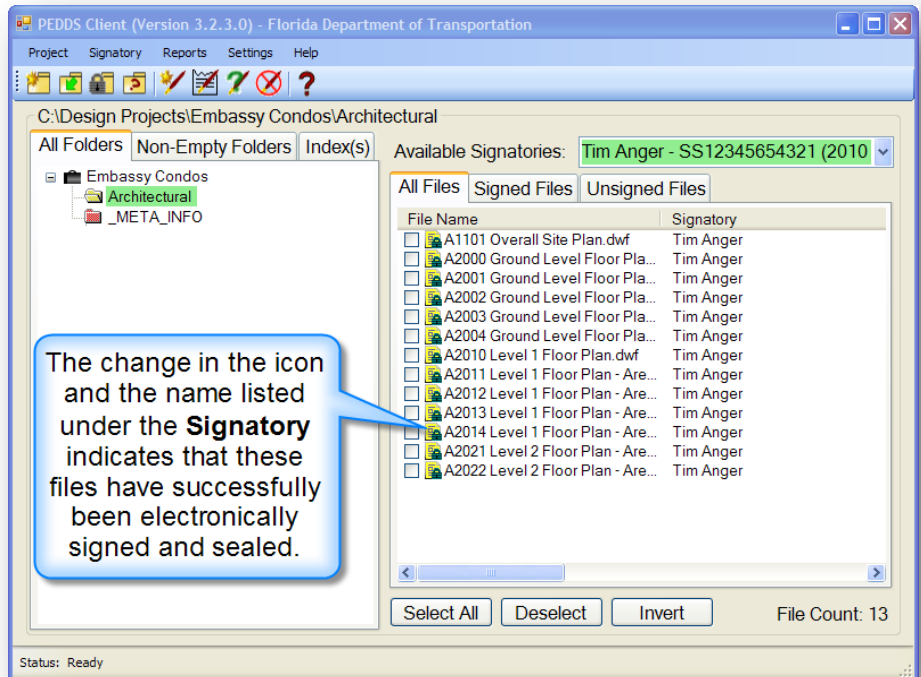
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PEDDS Document/Report Viewer

1 of 1 100% Find | Next

## PROFESSIONALS' ELECTRONIC DATA DELIVERY SYSTEM

# Signature Document

6/3/2010 2:15:49 PM

### SIGNATURE FILE

**Signatory:** Tim Anger, SS - License No: SS12345654321  
**File Name:** ./\_META\_INFO/SS12345654321\_20100603\_141111841.XML  
**Date Created:** 2010/06/03 14:15:48.485  
**Number of Signed and Sealed Files:** 13

### SIGNATURE FILE HASH RESULT

**SHA-1 Hash Code:**  
 EE56F573-6C34F134-76427DC5-2804C02F-32F5F697  
 EE56F573-6C34F134-76427DC5-2804C02F-32F5F697  
 EE56F573-6C34F134-76427DC5-2804C02F-32F5F697

### SCOPE OF WORK

I am responsible for signing and sealing the architectural sheets only.

As authorized by the SHA-1 hash that I intend to have in effect as if I

I adopt the electronic files and (s).

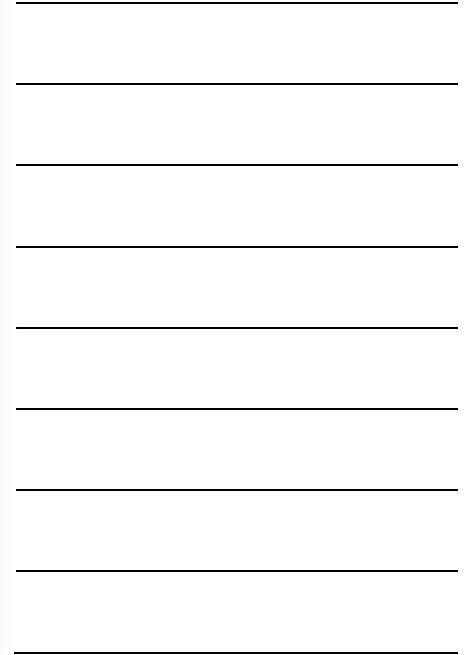
**This window will automatically open after signing and sealing the plans. This is the **Signature Document**. **Print it out and place your handwritten signature and apply your seal.** This is the 1<sup>st</sup> of 2 documents necessary for an electronic submission to Seminole County.**

\* See PEDDS for any qualifications or further limitation in scope on individual signed and sealed drawings or files in this project as appropriate.

Tim Anger, SS - License No: SS12345654321

Date: \_\_\_\_\_

1 of 1





PEDDS Document/Report Viewer

1 of 1 100% Find | Next

## PROFESSIONALS' ELECTRONIC DATA DELIVERY SYSTEM

# Signature Report

6/3/2010 2:19:36 PM

**Tim Anger, SS - License No: SS12345654321**

**Signature File URL:** ./\_META\_INFO/SS12345654321\_20100603\_1411841.XML

**Signature File Hash Code:** EE56F573-6C34F134-76427DC5-2804C02F-32F51...

**Date Created:** 2010/06/03 - 14:15:48.485

**Number of Signed and Sealed Files:** 13

**Scope of Work:** I am responsible for signing and sealing the architectural sheets only

Signed and Sealed Files	
<b>File URL:</b>	./ARCHITECTURAL/A...
<b>Hash Code:</b>	34D6E4AF-2D119774-D...
<b>File URL:</b>	./ARCHITECTURAL/A...
<b>Hash Code:</b>	75932702-5B7B4873-5A...
<b>File URL:</b>	./ARCHITECTURAL/A...
<b>Hash Code:</b>	2D2E1A08-DFB4332A-...
<b>File URL:</b>	./ARCHITECTURAL/A...
<b>Hash Code:</b>	88CAB2CA-61C77E86-...
<b>File URL:</b>	./ARCHITECTURAL/A...
<b>Hash Code:</b>	70EDBFFF-8D66B3F5-...
<b>File URL:</b>	./ARCHITECTURAL/A...
<b>Hash Code:</b>	5F8CEB59-F8C661A2-3...
<b>File URL:</b>	./ARCHITECTURAL/A2010 LEVEL 1 FLOOR PLAN - AREA A.DWF
<b>Hash Code:</b>	C4563B3D-225382DF-DE8E7864-29928FEA-58977B42
<b>File URL:</b>	./ARCHITECTURAL/A2011 LEVEL 1 FLOOR PLAN - AREA A.DWF
<b>Hash Code:</b>	C09CC1E5-29773234-2B94AA73-273348F2-99EEF50C
<b>File URL:</b>	./ARCHITECTURAL/A2012 LEVEL 1 FLOOR PLAN - AREA B.DWF
<b>Hash Code:</b>	3549E16D-31EF9A76-685D06BB-EC072FE7-01CA929A
<b>File URL:</b>	./ARCHITECTURAL/A2013 LEVEL 1 FLOOR PLAN - AREA C.DWF
<b>Hash Code:</b>	1291AE1F-8F1BD7FF-2A1287F9-1A38AC08-FFADFBF8
<b>File URL:</b>	./ARCHITECTURAL/A2014 LEVEL 1 FLOOR PLAN - AREA D.DWF
<b>Hash Code:</b>	2B70305E-C9C1A216-F84308A7-9501D7A3-76940B2B
<b>File URL:</b>	./ARCHITECTURAL/A2021 LEVEL 2 FLOOR PLAN - AREA C.DWF
<b>Hash Code:</b>	ADEF0A6C-34D4F107-217F2977-65BCC2CB-30AD4BD9
<b>File URL:</b>	./ARCHITECTURAL/A2022 LEVEL 2 FLOOR PLAN - AREA D.DWF
<b>Hash Code:</b>	A5D8FD2B-AABC593E-215F247C-233B1860-095F0A22

1 of 1

**Print the Signature Report. This printout along with the Signature Document is what needs to be delivered as originals to Seminole County. These documents need to be attached to the plans on the job site for authenticity. This page does not need to signed and sealed.**

